



# Holybrook Parish Council

Proudly serving the residents of Holybrook Parish since 2000

## Clerk's Written Report:

Monday 11<sup>th</sup> March 2024

### Beansheaf Centre/Parish Office

#### Maintenance:

21/01/2024 – Linear Hall flood damaged by floor tape. The hirer has been ordered to have the remnant marks removed at their own cost.

25/01/2024 – Boiler service and radiator repair completed. No reported issues.

01/02/2024 – Intruder alarm service complete. No reported issues.

06/02/2024 – Ladies' toilets blocked. Emergency unblocking. Found to be clogged with wipes and oversized toilet roll. Also, the flush on one of the toilets is reportedly too weak and requires repair. Plumber contacted and work complete.

07/02/2024 – Window repair job could not be completed (wrong parts ordered). The company has apologised and will look to get this rectified as soon as possible.

12/02/2024 – The shutter on the front right-hand side of the Linear Hall is not working. Engineers have been called. It appears to be jammed. Repair taking place on Wednesday 6<sup>th</sup> March 2024.

12/02/2024 – Anther radiator in the Linear Hall is leaking. Plumber contacted and repaired.

01/03/2024 – Flooring strip between lobby and Beansheaf Room broken. Repair ordered.

07/03/2024 – Linear Park Car Park flooded but not as significantly as previously so the Centre was able to open.

Bookings for the Centre during March are very high with high levels of enquiries and bookings continuing into the new financial year.

#### Parish:

16/01/2024 – Reported dying trees at the Underwood Road bus sump to West Berkshire Council.

21/01/2024 – Housing Solutions contacted regards overflowing bins at Red Cottage Drive.

07/02/2024 – resident reached out to the Council on raw sewage flooding at their property. Advice was provided as to whom the resident can contact for assistance and some agencies were contacted on the residents' behalf.

22/02/2024 – Resident contacted the council about inconsiderate parking on Sharnwood Drive. They have been advised to contact West Berkshire Council's Highways Safety Team, that, if their driveway is blocked the Civil Enforcement Officer can be contacted and if the parking is dangerous the police can be contacted on 101. They have been advised to copy their District Councillors in on any correspondence to the Highways Safety Team.

22/01/2024 - Pothole; Dorking Way reported to West Berkshire Council. Repair ordered.

22/01/2024 – Report of foliage obstruction on Mill Lane reported to WBC. Removed.

22/01/2024 – Pothole, The Chase. WBC determined no further action required.

02/02/2024 - Pothole; Pollards Way reported to WBC.

02/02/2024 - Fallen sign; Pollards Way reported to WBC. They have removed and new signed ordered for new financial year.

06/02/2024 – Cllr Moore reported abandoned trolley in Burbidge Close.

07/02/2024 – Housing Solutions contact regards overflowing bins at Red Cottage Drive (they advised that they empty the bin every two weeks on a Friday). I have suggested that they need to be emptying the bin more frequently and that I will publish their contacted details so that residents can contact them directly to raise complaints.

12/02/2024 – Cllr Bedwell report abandoned trolley at the Swanholm Gardens bus stop which has been onward reported to WBC.

15/02/2024 – Following the newsletter distribution, a resident contacted the Council who expressed concern regards overflow parking during the construction of The Filberts. The resident was provided with the appropriate excerpt from the Construction Method Statement and with contact details should an issue arise. Cllr Lenaghan has visited the site on several occasions to check on the parking situation and did not find any issues at the time of his visits.

15/02/2024 – Quote received for the removal of significant levels of graffiti on the youth shelter at the Holymead Playground. Approved. Work complete.

19/02/2024 – Quote received for the removal of graffiti reported on the junction box near Kennet Valley Community. Approved. Work complete.

23/02/2024 – Pothole; Vine Crescent – reported to West Berkshire Council.

24/02/2024 – message of fly-tipped rubbish received from a resident. Unfortunately, some of the rubbish is on private land. However, Cllr Moore removed some of the rubbish which was part of this report from the wooded area at the litter pick on Saturday 2<sup>nd</sup> March 2024. It is now believed that some of the fly-tipping may be on land owned by a housing association. If this is the case, the housing association will be contacted to take responsibility.

29/02/2024 – Raw meat, which had been dumped on the Holymead, was removed.

## **Other:**

**Dropped kerb and new footpath project:** Complete. However, some issues have been identified with the work and a site survey is expected. Outcome awaited. The outstanding invoice will be settled once all works are completed and signed off as satisfactory.

Clerk proof-read and edited West Berkshire Council's, DRAFT Rural England Prosperity Village Hall and Community Building documents.

Clerk attended SLCC Branch meeting in Burghfield on Wednesday 28<sup>th</sup> March 2024.

Clerk will be attending a Clerk's forum on Monday 18<sup>th</sup> March 2024 in Beenham.